

LAND SUBDIVISION COMMITTEE MEETING
November 3, 2011

Members

Gregg Humphrey

Steve Stewart

Nate Bottom

Allen Alexander

Matt McLaughlin

Paul O'Shea

Brian Davis

Kenneth Springs

Roleen Thoele

Tom Prairie

Dean Graven

Lori Williams

Others

Mike Lopez

Steve Walker

Jeff Snyder

Tim Landis

Joe McMenamin

Jim Moll

Tom Giacomini

Rich Giacomini

Don Kerber

Penelope Kerber

Jeff Antonacci

Staff

Joe Zeibert

Steve Keenan

Norm Sims



November 8, 2011

TO: Hy-Vee, Inc.
Attn: John Brehm

5820 Westown Parkway

West Des Moines, IA 50266

RE: Hy-Vee

Large Scale Development Plan

Enclosed are minutes of the **November 3, 2011** Subdivision Committee Meeting.

☒ Revisions are necessary – See minutes

☐ Revisions are not necessary

The following are needed at the Planning Commission office **as soon as possible** for transmittal to the City Clerk.

☒ Original

☐ 8 Copies

Percolation Data & Certification

Covenants

Proof of Publication from Newspaper

Surveyor's Certification

Owner's Acknowledgement

Drainage Statement

Other

cc: Martin Engineering

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 2011-06
(Lq. Sc.)
CENSUS TRACT # 21

NAME OF SUBDIVISION: Hy-Vee Large Scale Development Plan

JURISDICTION: City

DATE OF MEETING: November 3, 2011

OWNER: Hy-Vee Inc.

ENGINEER: Martin Engineering

DESCRIPTION: Pt SE ¼, Sec. 5, T15N, R5W – West side of MacArthur Boulevard
between Cherry Road and Outer Park Drive

9.50 **Acres** 3 **Lots**

MOTION TO RECOMMEND: Approve, Subject To

BY: Nate Bottom

2ND BY: Paul O'Shea

VOTE: Unanimous

Steve Walker presented the large scale development plan. He said the plan was presented last month, but then withdrawn. Walker said the entrance off of MacArthur was shifted south.

Joe Zeibert, Regional Planning Commission, said the applicant shall identify the sidewalk widths along Outer Park and the pedestrian connections. He said the applicant shall show the turning radii and the median width as per the Illinois Department of Transportation [IDOT]. Zeibert said an IDOT permit will be required for the sidewalk along MacArthur. He said for all utility plan sheets, the applicant shall show the easements correctly. Zeibert said the applicant shall show the water connection to the building on the landscape plan. He said the applicant shall offset the landscaping shown over the gas line as identified on the landscape plan. Zeibert asked if Hy-Vee had purchased the property, to which Walker replied no. He said the applicant shall identify the owner on the plans. Zeibert asked whether any additional fire hydrants will be required. Steve Stewart, CWLP-Water, said he would address this with his comments.

Kenneth Springs, citizen member, had no comments.

Allen Alexander, Sangamon County Department of Public Health, had no comments.

Tom Prairie, Curran-Gardner Water District, had no comments.

Brian Davis, Sangamon County Highway Department, had no comments.

Steve Stewart, CWLP-Water, said the applicant shall show the existing fire hydrant and the building service line at the rear of the building. He said any relocations or upgrades will be at the developer's expense. Stewart said CWLP will extend a new hydrant from Outer Park to a hydrant in an island on the southwest corner of the building. He said the hydrant shall be protected by a raised island or protective bollards. Stewart said the fire department connection is not shown on the plans. He said if its location changes, it would be a change at the developer's expense. Stewart said there is adequate capacity and CWLP is ready to serve the development.

Gregg Humphrey, Springfield Metro Sanitary District, said the existing 15" sanitary sewer shall be relocated at the Developer's expense to avoid any permanent structures. He said the developer has prepared the required easement plat for the relocated and the existing sanitary sewer lines.

Nate Bottom, Office of Public Works, said the applicant shall dedicate right of way for sidewalks as well as a possible turn lane. He said easements shall be dedicated for the public sewers as well as an access easement for the lot to the west at the north end of the property. Bottom said the applicant shall obtain all applicable IDOT permits. He said the applicant shall verify if the storm sewer easement at the northwest corner of the property is private versus public.

Lori Williams, City Traffic Engineer, said the access drives within the development must have smoother transitions. She said the applicant shall smooth out the hard angles within the development to facilitate snow removal. She said there was a lane configuration that is not existing today that is shown in the traffic study. Williams asked about potential improvements to Cherry Road and Outer Park Drive. Walker asked what was shown in the traffic study to which Williams replied there was a left and a right turn lane at Cherry Road and a left and a through/right turn lane at Outer Park Drive. Williams said the applicant shall ensure there are 24' drive aisles at the furthest south drive aisle to ensure adequate room for backing maneuvers. She said the applicant shall reference the latest IDOT special provisions and the Illinois Urban Manual editions. Williams said access to Outer Park is being shifted away from the original location and does not line up with the front aisle of the store. She said she and Walker had discussed moving this aisle and that Public Works was okay with the shift. Williams said dumpster locations and site enclosures shall be located on the plans. She said the traffic study is under review and all comments would be provided to Martin Engineering as soon as possible. Williams said the applicant shall provide a continuous right turn lane between Cherry and Outer Park. She said the bump out shown on the current plan could be a problem with snow plowing. Williams said any zoning variances needed would have to go through the City's zoning process. Walker asked if other zoning variances were required, to which Matt McLaughlin, Springfield Building and Zoning, said the appropriate zoning relief was filed.

Matt McLaughlin, Springfield Building and Zoning Department, said the applicant shall verify the two north most accessible spaces are the shortest distance traveled to the accessible entrance. He said the applicant shall remove any honey locust trees as they are not permitted. McLaughlin said the applicant shall ensure the accessible signs are centered on the 16' wide accessible parking space.

Paul O'Shea, Office of Planning and Economic Development, complemented Hy-Vee on their landscape design. He said the number of points exceeded the required minimums. He said the applicant shall check the landscape plan for reversing some letters, e.g. JK could be KJ. O'Shea said the applicant's sign shall comply with the sign provisions of the Springfield Zoning Ordinance. O'Shea asked about the proposed expansion on the north end of the building. Walker said the structure will be removed and the area sodded for now. He said the area will be

set aside for future expansion. Walker said it will just be sodded for now and that they have set up the area to drain to the storm sewer system.

Cyndi Knowles, Sangamon County Zoning Administrator, had no comments.

Dean Graven, citizen member, had no comments.

Roleen Thoele, CWLP-Electric, said the applicant shall label the 15' setback around the perimeter of the property as a utility easement. Walker asked if this was just to the back or all the way around, to which Thoele replied all the way around. Thoele said there would be no overhead electrical wires in the drive areas. She said CWLP might need additional easement space to place electrical wire on the grassy area by the convenience store. She said the applicant shall remove or change the southernmost oak tree along MacArthur because it is too close to the overhead electric lines. Zeibert asked if a separate plat of easement would be needed for the 15' perimeter easement. Thoele said the easement was not there. Walker said there will need to be several overhead electric easements that will need to be vacated and new easements will be provided.

Nate Bottom moved to approve the large scale development plan, subject to:

- (1) Identifying the sidewalk widths along Outer Park Drive and the pedestrian connection to the convenience store;
- (2) Showing the turning radii and the median width as per IDOT;
- (3) Showing the easements correctly on all utility plan sheets;
- (4) Showing the water connection to the building on the landscape plan;
- (5) Offsetting the landscaping shown over the gas line on the landscape plan;
- (6) Identifying the current property owner(s) on the plan;
- (7) Showing the existing fire hydrant and the building service line at the rear of the building;
- (8) Showing the fire connection;
- (9) Dedication additional right of way for sidewalks and turn lane;
- (10) Ensuring appropriate easements are in place for access and public sewers;
- (11) Obtaining all applicable IDOT permits;
- (12) Verifying if the storm sewer at the northwest corner of the property is private or public;
- (13) Smoothing out the hard angles within the site to facilitate snow removal;
- (14) Ensuring 24' drive aisles on the southern part of the property;
- (15) Referencing the latest IDOT special provisions and the latest Illinois Urban Manual on the plans;
- (16) Showing dumpster locations and site enclosures;
- (17) Providing a continuous turning lane between Cherry and Outer Park Drive;
- (18) Verifying the two north most accessible spaces are the shortest distance traveled to the accessible entrance;
- (19) Removing honey locust trees from the landscape plan;
- (20) Ensuring the accessible signs are centered on the accessible parking spaces;
- (21) Ensuring the letters on the landscape plan planting schedule match what is shown on the landscape plan;
- (22) Labeling the 15' setback as a utility easement around the entire site and providing a separate easement plat;
- (23) Removing or changing the southernmost oak tree along MacArthur to eliminate the utility conflict.

Paul O'Shea seconded the motion and the vote was unanimous.



November 8, 2011

TO: Centennial Park Subdivision, LLC
Attn: Tom Giacomini

509 Five Forks Drive

Springfield, IL 62704

RE: Centennial Park Place

4th Addition

Final Plat

Enclosed are minutes of the **November 3, 2011** Subdivision Committee Meeting.

☒ Revisions are necessary – See minutes

☐ Revisions are not necessary

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☐ Owner's Acknowledgement

☐ Drainage Statement

☐ Other

cc: Martin Engineering

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 2004-02

CENSUS TRACT # 36.03

NAME OF SUBDIVISION:	Centennial Park Place – 4 th Addition – Final Plat
JURISDICTION:	City
DATE OF MEETING:	November 3, 2011
OWNER:	Centennial Park Subdivision, LLC
ENGINEER:	Martin Engineering
DESCRIPTION:	Pt S ½, SE ¼, NW ¼, Sec. 10, T15N, R6W – West side of Leinhart Road, north of Centennial Park
	<hr/>
	5.71 Acres 19 Lots
MOTION TO RECOMMEND:	Approve, Subject To
BY:	Nate Bottom
2ND BY:	Kenneth Springs
VOTE:	Unanimous

Steve Walker presented the final plat.

Joe Zeibert, Regional Planning Commission, said the applicant shall add a note to the final plat restricting access to Hedley for Lots 321, 337, 338, and 340 as identified on the preliminary plan. He said the applicant shall identify the right of way width for Hedley. Zeibert said the applicant shall identify the square footage of each lot. He said the applicant shall provide final covenants. He said the applicant shall verify that all the curve radii are 15.5' as noted. Zeibert said the applicant shall identify the distance of the road centerline where Buckskin Trail intersects Johnathan Place. Zeibert reminded the applicant about the First Addition [of Centennial Park Place] sidewalks. He said the subdivision ordinance states all public improvements must be completed within two years. Zeibert said the First Addition was approved in 2005. He said that it has been almost seven years and the sidewalks that supply an important connection to the [Sangamon Valley] trail have not been constructed. Zeibert said he did not think another plat should be approved until the sidewalks were built.

Kenneth Springs, citizen member, said the sidewalk issue is a problem.

Allen Alexander, Sangamon County Department of Public Health, had no comments.

Brian Davis, Sangamon County Highway Department, said County Highway was unable to coordinate a meeting with the Illinois Department of Natural Resources [DNR] to discuss mitigation for the endangered species in the area. He said County Highway was asking that the

meeting take place prior to approval of the plat. Walker said prior to approval of the plat that County Highway wanted a meeting between DNR and the developer. Davis said DNR is not responding to County Highway's request for a meeting so Davis asked if Walker could facilitate the meeting. Walker said he was not sure what the meeting has to do with approving the plat. Davis said the work that was performed in order to plat the 4th addition of Centennial Park Place. Davis said several meetings were set and cancelled so County Highway would like the meeting to be a subject to for this plat. A representative of the applicant asked why they were being penalized for DNR. Davis said there was no permit acquired to do work on the County right of way [for the trail] and thus the applicant could be penalized. Walker said Davis wanted the final plat held until a meeting could be arranged. Davis said this should be a subject to for approval of the plat. Walker asked if this should be prior to Council approval or prior to recording. Zeibert said the issue should be dealt with construction plan approval. Walker said there was a previous approval on the construction plans for the whole subdivision. Zeibert said it sounds like another permit needs to be obtained from the County Highway Department. Walker asked if the construction was something that needed to be added to the bond and how the plat could be moved forward. Nate Bottom, Office of Public Works, asked what work was completed on the County right of way. Walker said a Franklin ground squirrel was sited in the area and IDNR wanted a berm built to accommodate the squirrel. Walker said the County had previously built a berm further to the south. He said this berm was not on the grass that was previously in place. Walker said the berm was on the County right of way for the abandoned railroad. Walker said with the depths of the proposed lots, the applicant asked IDNR if they could move the berm onto the tilled area, not getting into the grassed area where the ground squirrel lives. Walker said DNR said the applicant could move the berm. Walker said unfortunately we did not get a permit to do the work and the applicant built the berm on the abandoned railroad right of way.

Bottom said clarification is needed before the plat can be approved or some type of security. He said clarification is needed before the plat can move forward. Davis said all the work was completed before the County was aware that it was done. Walker said he agreed the applicant built the berm on the abandoned railroad. Davis said when he talked to Walker on the phone there was an agreement to meet with DNR which was cancelled on multiple occasions. Davis said until there was a meeting where DNR could explain how it allowed the applicant's mitigation on the County's right of way he did not feel there was any way to allow the plat to move forward. Davis said he could readily admit that this is not an action of the applicant to delay a meeting but DNR gave permission and the applicant built a berm on County right of way without the County's permission. Davis said there are multiple parties at fault here and the County is supposed to accept it. He said the County's statement is the plat should be held for approval until the issue is cleared away. Tom Giacomini, the applicant, said there will still be access to the County's property and asked if the County wanted the berm removed. He said he would like to be able to move forward. Giacomini said the construction plans have been approved. Davis said construction plans do not come to the County. Giacomini said he was caught between a rock and a hard space with the berm to move the project forward with DNR. He said he would like to move the project forward and he has no control over DNR. Davis said there were several meetings with DNR and the applicant where the County was not present. Walker said there was an email trail to which Davis replied there were meetings scheduled and cancelled. Giacomini asked what the County would like done. Davis said he would like an explanation of why the berm was allowed to be built without anyone contacting the County. Giacomini asked if the County wanted the berm to be taken down. Davis said he did not think the applicant could take the berm down. Zeibert said he did not think the berm could be taken down now. Giacomini said he could put the berm back the way that it was. Davis said the ground squirrel is in hibernation and there was not any work that could be done right now. Stewart said if the situation is made a subject to, where can it proceed. Zeibert said he thought it could move forward today as a subject to obtaining a permit from County Highway for the construction of the berm. He said this is one way to treat it. Zeibert said the plat be approved subject to but it would not be sent to City Council until the subject has been met. He clarified that the final plat does not go to the Regional Planning Commission. Humphrey said the subject

to could be "satisfactory resolution of the matter between County Highway and the developer with DNR". He said the plat would not be sent to Council until the issue is resolved. Humphrey said this may not be ideal and asked Giacomini whether this was satisfactory. He said County Highway does not sound opposed to the berm, but that it just wants to discuss with DNR why the berm was built without County Highway's permission. Humphrey said he thought the subject to was the best way to move forward at this point.

Tom Prairie, Curran-Gardner Water District, had no comments.

Steve Stewart, CWLP-Water, had no comments.

Gregg Humphrey, Springfield Metro Sanitary District, had no comments.

Nate Bottom, Office of Public Works, said the applicant shall add the date of completion of the fieldwork. He said the applicant shall provide a legal description to verify the point of beginning [POB] and point of commencement [POC]. He said the applicant shall provide the basis of bearing.

Lori Williams, City Traffic Engineer, said the applicant shall change the name of Johnathan Place to Legacy Lane to continue Legacy Lane to Hedley Road.

Matt McLaughlin, Springfield Building and Zoning, asked if any of the lots have access to Hedley to which Walker replied no.

Paul O'Shea, citizen member, had no comments.

Cyndi Knowles, Sangamon County Zoning Administrator, had no comments.

Dean Graven, citizen member, asked if the Land Subdivision Committee could ask the state agency to send someone to the Land Subdivision Committee meeting. Humphrey replied he did not think the Land Subdivision Committee had the right to be able to require someone to attend a meeting. He said there are notices sent out to several utilities which are directly affected by the developments that do not attend the meetings. Humphrey said it is possible DNR permitted the construction because they used to own the property. He asked whether DNR owned the property originally. Davis said the property was originally owned by IDNR but then it was transferred to the Sangamon County Highway Department. Davis said the transfer took place over one year ago which was before the berm was built. Humphrey said maybe word about the transfer did not get to everyone. Davis said the bureau that approved the berm was also involved in the construction of the County's project. He said the County's berm was installed a few months prior to the applicant's berm. Davis said DNR is aware of the berm and Humphrey said the Committee cannot answer for DNR.

Roleen Thoele, CWLP-Electric, said CWLP staked the subdivision. She said the electrical lines cannot be laid until the final plat passes. Thoele asked the applicant to check on the transformer for Lot 324 and the pedestal for Lot 321. She said they are pulled off of the lot line because of the swale and she wanted to ensure the location is acceptable to the applicant. Thoele said she wanted to know where the applicant wanted the other utilities in relation to the electrical transformer such as behind it, or to the right or the left. She said one of the engineers with Martin called to locate the lines at a different spot.

Nate Bottom moved to approve the final plat, subject to:

- (1) Adding a note to the final plat restricting access to Hedley for Lots 321, 337, 338, and 340 as identified on the preliminary plan;
- (2) Identifying the right of way width for Hedley;

- (3) Identifying the square footage of each lot;
- (4) Providing final covenants;
- (5) Verifying that all the curve radii are 15.5' as noted;
- (6) Identifying the distance of the road centerline where Buckskin Trail intersects Johnathan Place;
- (7) Satisfactory resolution of the berm mitigation with the County Highway Department, DNR, and the applicant;
- (8) Adding the date of completion of the fieldwork;
- (9) Providing a legal description to verify the point of beginning [POB] and the point of commencement [POC];
- (10) Identifying the basis of bearing;
- (11) Changing the name of Johnathan Place to Legacy Lane to continue Legacy Lane to Hedley Road; and,
- (12) Verifying the location of the transformer, pedestal, and electric lines to CWLP satisfaction.

Kenneth Springs seconded the motion and the vote was unanimous.

Gregg Humphrey asked the engineer if the subject to's were understood. The engineer stated that they were understood.



November 8, 2011

TO: Jim Erkmann
C/O Prehn-Plaza, Inc.

1101 Spruce Forest Drive

Lake St. Louis, MO 63367

RE: Prehn Plaza

Large Scale Development Plan

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☒ Revisions are necessary – See minutes

☐ Revisions are not necessary

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☐ Other

cc: Hoelscher Engineering, PC
Glen Garrison

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 2011-05
(Lq Sc)
CENSUS TRACT # 25

NAME OF SUBDIVISION:	Prehn Plaza – Large Scale Development
JURISDICTION:	City
DATE OF MEETING:	November 3, 2011
OWNER:	Jim Erkmann
ENGINEER:	Hoelscher Engineering
DESCRIPTION:	Pt NW ¼, Sec. 13, T15N, R5W – Southeast corner of Stevenson Drive and Dirksen Parkway, adjacent to Bob Evans Restaurant
	<u>6.646</u> Acres <u>2</u> Lots
MOTION TO RECOMMEND:	Approve, Subject To
BY:	Nate Bottom
2ND BY:	Kenneth Springs
VOTE:	Unanimous

Jeff Antonacci presented the large scale development plan.

Joe Zeibert, Regional Planning Commission, said the applicant shall provide a pedestrian connection to one of the buildings from the public sidewalk. He said the applicant shall provide erosion control details. Zeibert said the building setbacks need to be identified on the plan. He said the applicant shows a 10' building line to the south that needs to be corrected. Zeibert said the applicant shall provide additional landscaping along Stevenson to fill in the gap along the roadway. He said the applicant shall provide a note stating that all light fixtures shall be full cut-off. Zeibert said the applicant shall show the pedestrian crossing to the family restaurant on the lighting plan. He asked what the single cross hatched area was in the southwest corner of the site plan. Antonacci said these were cross hatchings to channelize the traffic. Zeibert said the applicant shall key or identify the cross hatchings on the plan. He asked whether there will need to be easement vacations to satisfy the various utilities before the plan can be approved. Zeibert asked whether the lake lease issues were resolved. He said Steve [Stewart] would probably get into the lake lease issues later.

Kenneth Springs, citizen member, had no comments.

Allen Alexander, Sangamon County Department of Public Health, had no comments.

Brian Davis, Sangamon County Highway Department, had no comments.

Tom Prairie, Curran-Gardner Water District, had no comments.

Steve Stewart, CWLP-Water, said CWLP had met with the applicant and that the water main, water service, and hydrant issues were resolved. He said the primary issue is the strip of land along the south end of the development that is not currently leased and that discussions and negotiations were underway to add that strip to the lease. Stewart said that portion is necessary for the hotel. He said the strip will also be used for some stormwater drainage. He said the proposed development can proceed up to but cannot be approved until the lease is approved by the City Council. Stewart said he talked to Christine Zeman [CWLP] and that CWLP does not want the plan to proceed to Council until the lease issues are resolved. Zeibert said the plan will be held until the lease is taken care of by City Council. Stewart said it may be possible to have the lease go to City Council simultaneously with the plan. Antonacci asked if the lease and the plan could be approved at the same Council meeting. Stewart said the plan and lease could be approved together in the future.

Gregg Humphrey, Springfield Metro Sanitary District, said the developer's engineer has submitted acceptable Population Equivalent (PE) loading calculations for the site. In addition, the building sanitary sewer service lines shall be no less than 2' and no deeper than 3' below finished grade to the top of the pipe at the exit point from the building.

Nate Bottom, Office of Public Works, said the applicant shall designate a contact person on the plans. He said the applicant shall shift the pedestrian connectivity to the east off Stevenson Drive, if possible and if the ditches are not too deep. Antonacci said the applicant would move the sidewalks as far east as possible without causing problems with the ditch. Bottom said moving the pedestrian connectivity would keep pedestrians from walking near the gas pumps. He asked whether the applicant intended to remove the 18" CPP in the southwest corner of the site. Antonacci said he would remove it. Bottom said rip rap would need to be installed at all the drainage outlets. He said the applicant shall provide a stabilized construction entrance. Bottom said the applicant shall show the yard setbacks on the plans and the applicant shall sign and seal the plans. Bottom said the applicant shall provide drainage and utility easements wherever the property is sold. He said the applicant shall obtain a drainage easement along the south property line from CWLP to install the drainage pipe on its property. Zeibert asked whether there was a rear yard setback requirement. He said he did not see where the rear yard setback line was shown. Antonacci said he did not think a rear yard setback line was shown. Zeibert said the setback line will need to be shown.

Lori Williams, City Traffic Engineer, said the applicant shall remove the dead space at the southwest corner of the lot where the pavement and striping is. She said it may be better as green space because the pavement will not hold up well. She said the dead space in the northwest corner of the site where gas pumps were previously proposed could also be green space. Antonacci said the area was intended for boat and/or truck parking to access the convenience store. He asked whether that paved area could remain. Williams said yes. She suggested landscaping this area more because there was a small area to landscape the site in the front because of the utilities and there were not that many trees on the site. Antonacci said he placed the trees onto the lot where possible and where they would not cause utility conflicts. Williams said there was one issue with Americans with Disabilities Act [ADA] compliance. She asked if the applicant planned a door for the fast food restaurant. Antonacci said the applicant planned a door along the west side of the restaurant and possibly another door along the east side of the restaurant. Williams said she asked to ensure the accessible spaces would not need to be moved.

Matt McLaughlin, Springfield Building and Zoning Department, said the fast food entrance sign is limited to two square feet, and that it cannot be taller than 42". He said the applicant shall provide a loading space for the convenience store due to the future expansion. McLaughlin said the applicant shall provide a loading space for the family restaurant. He said one-half the landscape points along Stevenson Drive need to be for trees. McLaughlin said lights under the canopy should not project below the canopy. He said accessible parking spaces

must be the closest spaces to the accessible entrances. McLaughlin said accessible signs must be no more than 5' horizontally from the accessible spaces. He said all the light fixtures must be full cut off.

Paul O'Shea, Office of Planning and Economic Development, said he agreed with the comment about landscaping along Stevenson Drive. O'Shea asked whether the existing tree line and the proposed tree line meant the applicant was cutting back some trees along the east side of the property. Antonacci replied yes to squeeze in the pavement. O'Shea said the applicant had met the minimums for landscape points.

Cyndi Knowles, Sangamon County Zoning Administrator, had no comments.

Dean Graven, citizen member, had no comments.

Roleen Thoele, CWLP-Electric, said she would provide the applicant with literature on approved trees as well as language for an electrical easement to help along Stevenson. Thoele and Antonacci discussed the location of the electrical lines.

Nate Bottom moved to approve the large scale development plan, subject to:

- (1) Providing erosion control details;
- (2) Correctly showing all building setback lines;
- (3) Providing additional landscaping along Stevenson to fill in the gap;
- (4) Providing a note stating that all light fixtures shall be full cut-off.
- (5) Showing the pedestrian crossing to the family restaurant on the lighting plan;
- (6) Keying in or identifying the cross hatchings on the plan;
- (7) Resolution of outstanding lake lease issues;
- (8) Designating a contact person on the plans;
- (9) Shifting the pedestrian connectivity as far east along Stevenson as possible;
- (10) Removing the 18" CPP in the southwest corner of the site;
- (11) Installing rip rap at all the drainage outlets;
- (12) Providing a stabilized construction entrance;
- (13) Signing and sealing the plans;
- (14) Obtaining an easement along the south property line from CWLP to install drain pipe;
- (15) Removing the dead space paving at the southwest corner of the site;
- (16) Providing more landscaping in the dead space areas, if possible.
- (17) Providing a loading space for the convenience store due to the future expansion;
- (18) Providing a loading space for the family restaurant;
- (19) Ensuring one-half the landscape points along Stevenson Drive are for trees;
- (20) Ensuring accessible parking spaces are the closest spaces to the accessible entrances; and,
- (21) Ensuring accessible signs are no more than 5' horizontally from the accessible spaces.

Kenneth Springs seconded the motion and the vote was unanimous.



November 8, 2011

TO: Don & Penelope Kerber

RE: Unnamed Kerber City Minor Sub

3783 Pet Cemetery Road

Variance Sec. 153.158(b)(2)

Springfield, IL 62704

Lot Arrangement

Enclosed are minutes of the **November 3, 2011** Subdivision Committee Meeting.

Revisions are necessary – See minutes

☒ Revisions are not necessary

The following are needed at the Planning Commission office by **November 14, 2011** for review at the **November 16, 2011** Planning Commission meeting to be held at 9:30 AM in the County Board Room, 2nd Floor, County Building

☒ Original

☐ 8 Copies

☐ Percolation Data & Certification

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☐ Surveyor's Certification

☐ Owner's Acknowledgement

☐ Drainage Statement

☐ Other

cc: N/A

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 2011-04

CENSUS TRACT # 38.01

NAME OF SUBDIVISION:	Unnamed Kerber City Minor Subdivision – Variance Sec. 153.158(b)(2) – Lot Arrangement
JURISDICTION:	City
DATE OF MEETING:	November 3, 2011
OWNER:	Don & Penelope Kerber
ENGINEER:	----
DESCRIPTION:	Pt NE ¼ Sec. 30, T16N, R4W – North side of Pet Cemetery Road, west of Old Route 36
	<u>4 Acres 2 Lots</u>
MOTION TO RECOMMEND:	Deny a Variance of Section 153.158(b)(2) – Lot Arrangement – to allow a lot without frontage upon and access to a public street
BY:	Brian Davis
2ND BY:	Steve Stewart
VOTE:	Unanimous

Penelope Kerber presented the variance request.

Joe Zeibert, Regional Planning Commission, said the property was currently served by a private road. He said there are two residences on the property. He said the applicant wanted to remove one residence and build another, dividing the parcel into two, to which Kerber replied correct. Zeibert said staff must review the variance request based on the requirements of the ordinance. He said staff recommends denial of the request because of the first requirement of the ordinance that the intent of the chapter is not maintained. Zeibert said one of the goals of the ordinance is to provide adequate public services, including emergency services like police and fire protection. He said staff has concerns about emergency services being able to see the site from the road.

Kenneth Springs, citizen member, had no comments.

Allen Alexander, Sangamon County Department of Public Health, said 1 acre lots will be required. He said a soil analysis will be required for the septic systems. Alexander said there might be some concerns if there is adequate room for the existing septic system. He said all the components of any septic system should be on the same property as the building being served. Alexander said if the components are not on the same lot, a new septic system will be required. He said a septic system's average life span in this area is 15 years; adequate space for a second septic system will be required. Kerber said she has maintained the property immaculately and will address the issues about septic systems. Alexander asked about public water. Kerber replied there is a public water supply installed along Pet Cemetery Road in 2003.

Zeibert and Gregg Humphrey, Springfield Metro Sanitary District, clarified that the purpose of this meeting was only to consider the variance request for lot arrangement. Zeibert said the variance has to move forward before the other issues related to the location map can be addressed such as septic fields and water pressure.

Brian Davis, Sangamon County Highway Department, had no comments.

Steve Stewart, CWLP-Water, had no comments.

Gregg Humphrey, Springfield Metro Sanitary District, had no comments.

Nate Bottom, Office of Public Works, said Public Works had the same concerns presented by Regional Planning about emergency responders.

Lori Williams, City Traffic Engineer, had no comments.

Matt McLaughlin, Springfield Building and Zoning Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Cyndi Knowles, Sangamon County Zoning Administrator, said a County Zoning variance to allow 2 parcels less than 40 acres will be required. She said a variance to allow 0 feet of road frontage will be required. She said the applicant shall be required to file proof of a recorded access easement for the property at the time the zoning petition is filed.

Dean Graven, citizen member, had no comments.

Roleen Thoele, CWLP-Electric, had no comments.

Don Kerber asked about emergency access to the site. He said they talked to Louie Rogers [Riverton Fire Chief], who said there were no issues and plenty of room for fire trucks to access the property. Kerber said the fire trucks would have to pass the existing mobile home to access the Kerber residence anyway. He said the fire chief would write a letter or come down depending on what needed to be done. Zeibert said the variance proceeding has several steps, with the Land Subdivision Committee and the Regional Planning Commission making a recommendation to the Springfield City Council. He said if the owner wants to submit a letter it could be submitted to the Regional Planning Commission office for review at the next Regional Planning Commission meeting. Zeibert said staff's concern is visibility with being seen from the road. He said since the [access] road is private, there is also no control over what could be placed on it. Zeibert said a vehicle could block the road or there could be inadequate snow removal for emergency vehicle access. He said the property owners could present a letter and speak at the Regional Planning Commission meeting if that is desired.

Bottom asked the applicants if they had an access easement across the property in front along the road. Penelope Kerber said yes there was an access easement on the plat. Don Kerber said the access easement was 20' wide. Bottom asked if there is a parcel that the Kerbers have to come through to access their property. Zeibert said the Kerbers were landlocked. The Kerbers said they have an access easement from the property owner in front.

Brian Davis made a motion to deny a variance of Section 153.158(b)(2) – Lot Arrangement – to allow a lot without frontage upon and access to a public street. Humphrey asked for a second.

Steve Stewart seconded the motion and the vote to deny was unanimous.



November 8, 2011

TO: John & Shirley Snyder
c/o Jeff Snyder

4816 Margaret Ave

Springfield, IL 62711

RE: Snyder Lane Minor Subdivision

Final Plat

Enclosed are minutes of the **November 3, 2011** Subdivision Committee Meeting.

☒ Revisions are necessary – See minutes

☐ Revisions are not necessary

The following are needed at the Planning Commission office **as soon as possible** for transmittal to the City Clerk.

☒ Original

☐ 8 Copies

☐ Percolation Data & Certification

☐ Covenants

☐ Proof of Publication from Newspaper

☐ Surveyor's Certification

☐ Owner's Acknowledgement

☐ Drainage Statement

☐ Other

cc: Sangamon Valley Surveying & Consulting

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 2009-07

CENSUS TRACT # 36.02

NAME OF SUBDIVISION: Snyder Lane Minor Subdivision – Final Plat

JURISDICTION: City

DATE OF MEETING: November 3, 2011

OWNER: John & Shirley Snyder
C/O Jeff Snyder

ENGINEER: Sangamon Valley Surveying and Consulting

DESCRIPTION: Pt W ½, SW ¼, Sec. 35, T16N, R6W – Margaret Avenue,
east of McKibbin Lane, north of Old Jacksonville Road

5.75 **Acres** 2 **Lots**

MOTION TO RECOMMEND: Approve, Subject To

BY: Kenneth Springs

2ND BY: Cyndi Knowles

VOTE: Passed with one no vote

Jeff Snyder presented the final plat.

Joe Zeibert, Regional Planning Commission, said the applicant shall identify the trust as the owner. He said the approval certificate shall be corrected to reflect the minor subdivision section of the subdivision ordinance, i.e. instead of being section 148, it is 179. Zeibert said the applicant shall submit an access easement document for the 3-point turnaround to address the maintenance of the access drive within the easement. Zeibert asked if a note would be required for the 3-point turnaround. He said the applicant shall change the surveyor's certificate to say Snyder Lane instead of Turley subdivision. Zeibert said the applicant shall correct the 513.9' bearing from saying to a point to saying to the survey monument (iron pin, iron pipe, etc.)

Kenneth Springs, citizen member, had no comments.

Allen Alexander, Sangamon County Department of Public Health, said the components of the septic field must be at least 5' from the lot line or they shall be relocated. He said the new field shall have to be at least 5' from the property line. Snyder asked about the requirement and Alexander said by code the septic field components must be at least 5' from the property line. Zeibert said shifting the lot lines was a possibility as well.

Brian Davis, Sangamon County Highway Department, asked whether the 3-point drive would remain a private road. Snyder said yes.

Tom Prairie, Curran-Gardner Water District, had no comments.

Steve Stewart, CWLP-Water, said Curran-Gardner has a hydrant located by the subdivision and he has been told there is adequate fire protection.

Gregg Humphrey, Springfield Metro Sanitary District, said the District objects to development without all public utilities in place.

Nate Bottom, Office of Public Works, said the plans shall be signed and sealed by a Professional Land Surveyor [PLS]. He said the applicant shall add the date of completion of the fieldwork. Bottom said the applicant shall label the Point of Beginning [POB] and the Point of Commencement [POC] per the legal description. He said the applicant shall show the width of Margaret Avenue. Bottom said the applicant shall show two monuments of stone or reinforced concrete and they must be set at the opposite extremities of the property platted. He said the applicant shall need the name of the subdivision on the surveyor's certificate.

Lori Williams, City Traffic Engineer, said the applicant shall add the dimensions of the turnaround area to ensure there is sufficient area in which the fire trucks can turn around.

Davis asked Public Works if the material for the turnaround was being specified. He said he had concerns the turnaround would be inherited as a portion of the public roadway in the future. Bottom said the material would have to be approved by the township road commissioner. He said the material would be worked out with County Highway since the property owner will maintain the turnaround. Zeibert said there will be a note about the material added to the plat.

Matt McLaughlin, Springfield Building and Zoning Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Cyndi Knowles, Sangamon County Zoning Administrator, had no comments.

Dean Graven, citizen member, had no comments.

Roleen Thoele, CWLP-Electric, had no comments.

Kenneth Springs moved to approve the final plat, subject to:

- (1) Identifying the trust as the owner;
- (2) Correcting the approval certificate to reflect the minor subdivision plat section;
- (3) Submitting an access easement document for the 3-point turnaround to address the maintenance of the access drive within the easement;
- (4) Changing the surveyor's certificate to say Snyder Lane instead of Turley subdivision;
- (5) Correcting the 513.9' bearing from saying to a point to saying to the survey monument (iron pin, iron pipe, etc.)
- (6) Ensuring the septic field components are 5' from the lot line;
- (7) Submitting plans signed and sealed by a Professional Land Surveyor [PLS];
- (8) Adding the date of completion of the fieldwork;
- (9) Labeling the Point of Beginning [POB] and the Point of Commencement [POC] per the legal description;
- (10) Showing the width of Margaret Avenue;
- (11) Showing two monuments of stone or reinforced concrete set at the opposite extremities of the property platted;
- (12) Adding the dimensions of the turnaround easement area to ensure there is sufficient area in which the fire trucks can turn around; and,
- (13) Adding a note to the final plat specifying the material of the turnaround drive.

Cyndi Knowles seconded the motion and the motion passed with Gregg Humphrey voting no.